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Time Posted: _____
Posted By: Evelyn Baker
Witnessed By: _____

**MINUTES OF A WORK SESSION
OF THE JACKSON COUNTY
BOARD OF COMMISSIONERS
HELD ON
MARCH 7, 2011**

The Jackson County Board of Commissioners held a Work Session on March 7, 2011 at 10:00 a.m., Justice & Administration Building, Room A227, 401 Grindstaff Cove Road, Sylva, North Carolina.

Present: Jack Debnam, Chairman	Chuck Wooten, Interim County Manager
Doug Cody, Vice Chair	Evelyn Baker, Clerk to Board
Mark Jones, Commissioner	J. K. Coward, Jr., County Attorney
Charles Elders, Commissioner	
Joe Cowan, Commissioner	

Chairman Debnam called the work session to order.

(1) **MARK WATSON PARK**: Patrick Bradshaw of Civil Design Concepts prepared two estimates for construction costs and professional fees:

(a) **Option A**: Moderate drainage improvement plan, walking path, partial fencing (this option will not totally address the issue):

<u>Estimated construction cost</u>	\$ 150,000
<u>Complete construction documents/permitting</u>	4,500
<u>Bidding and contraction administration</u>	5,500
<u>Construction observation</u>	4,500
Total estimated costs	\$ 164,500

(b) **Option B**: Site grading, overall drainage improvements, walking path, fencing, dugouts (this option should totally solve the water problems):

<u>Estimated construction cost</u>	\$ 310,000
<u>Complete construction documents/permitting</u>	9,500
<u>Bidding and contraction administration</u>	6,500
<u>Construction observation</u>	7,500
Total estimated costs	\$ 333,500

(c) **Lighting**: Costs for new field lighting is estimated at \$125,000, but is not included in either estimate. Jeff Carpenter, Recreation Director, stated two poles could possibly be repaired.

(d) **Funding**: Mr. Wooten stated \$250,000 is in the current budget for Mark Watson Park improvements; however, the Board may want to select Option B in order to solve the water issue. The funding source would be the Recreation/Preservation/Conservation Fund.

(e) **BALLFIELDS**: The larger field will not be available for use this ball season; however, the smaller field can be used.

(f) **BIDS & PERMITS**: Informal bid packages could be available within 30 days. Civil Design Concepts will be responsible for all permits. It will take approximately 4-5 months to complete the project.

(2) **COUNTY PROPERTY**: Mr. Wooten requested Gerald Green, Planning Director, to inventory county real property. Mr. Green presented a list showing the location, acreage, and assessed values. The Harris Hills lots behind Mark Watson Park are suitable for residential development. The 30 acres on Weyehutta Road, donated to the county several years ago, is very steep and almost unbuildable but adjoins Forest Service property. The county may want to consider swapping this property with the Forest Service or selling it to the Land Trust.

Mr. Wooten has been approached by an individual wanting a short term lease of the two lots in the Cashiers commercial district for use as a parking lot and another party is interested in the Wilkes-Crescent property that fronts Main St.

Mr. Coward stated G. S. 160A-265 et seq. provides three ways to dispose of public property: (a) advertisement for sealed bids, (b) negotiated offer, or (c) public auction.

(3) **VEHICLE POLICY**: Mr. Wooten is working on a draft policy addressing the use of county vehicles. Currently there are 13 vehicles, other than law enforcement, emergency service and Fire Marshal that are being used as take home vehicles and the county is paying all associated costs. The proposed policy includes a provision that the county will provide take home vehicles only for law enforcement personnel, emergency services personnel, and the Fire Marshal. A justification/explanation of the need for a take home vehicle must be submitted each year, but authorization must be approved by the county manager. He will submit a proposed policy as a part of the proposed budget. He will also investigate the feasibility of establishing a motor pool at the county garage.

There being no further comments, Commissioner Jones moved to adjourn the work session. Commissioner Elders seconded the Motion. Motion carried by unanimous vote.

Attested By:

Approved:

Evelyn B. Baker, Clerk to Board

W. J. Debnam, Chairman